

Project Review Team – Meeting Minutes – May 11, 2022

The following Departments/Agencies participated in the meeting:

Department of Commerce (DOC)	Department of Agriculture (USDA)	Library of Congress (LOC)
Department of Justice (DOJ)	Department of Treasury (TR)	Smithsonian Institution (SI)
Department of Homeland Security (DHS)	U.S. Customs and Border Protection	

NFC, GESD Representatives

- Keith Piner, Project Control Office (PCO)
- Eileen Hamblen, Applications Testing Branch (ATB)

Meeting Materials Provided

- Agenda May 2022
- PRT Meeting Presentation May 2022
- Customer User Acceptance Test (CUAT) PRT May 2022

Welcome and Introductions – Keith Piner

Keith welcomed and thanked everyone for their attendance. Rollcall was taken.

PRT Updates – Keith Piner

- PRT Standard Slides – Software Change Request statistics and Incident Report statistics were provided for PPS, EmpowHR, and WebTA. Callers were instructed to review the slides and if there were any questions, send a request to PRTeam@usda.gov.
- PRT Reports – Reports were provided on April 27, 2022.
Note: If you are not receiving the PRT reports, please go to:
https://nfc.usda.gov/ClientServices/HR_Payroll/Communities/Project_Review_Team/PRT_Charter.php
and select [Subscribe to NFC Project Review Team](#).

Ongoing Initiatives/Project Discussion

- Review CUAT – Refer to CUAT PRT May 2022 slide.

Customer Comments – There were no comments

Closing Remarks – Keith Piner

The next meeting is scheduled for August 10, 2022, 10:00 a.m. eastern time. An email will be issued approximately three weeks prior to the meeting requesting submission of any questions that you would like to discuss.